

Guidance

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Memo for Record

This memo is to certify that the City of Manistee Housing Commission (CMHC) has reviewed the following cost(s) and certifies they appear reasonable.

Contract:	Energy Service Agreement – Siemens Building Technology, Inc.
Cost:	\$1,282,661.

These costs have been proposed by Siemens Building Technologies for use in the HHA taking advantage of the utility incentives outlined by 24 CFR 990.185.

The CMHC has reviewed all of the costs as per our procurement policy and has found them to be consistent with market prices for similar work. Furthermore, we have reviewed direct subcontractor quotes provided to Siemens Building Technologies, Inc. and we find that we are paying fair value for the work to be performed.

The Cost Reasonableness Exercise consisted of gathering a minimum of two quotes for the energy conservation measures outlined in the scope of the proposed project. The cost of the remaining items were verified by detailed cost analysis as per 24 CFR 85.36(f).

Executive Director

{ name }

Date